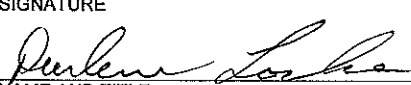


# POSITION DESCRIPTION COVER SHEET

|                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                               |  |                                                                                         |  |            |  |                                              |  |                                         |  |                                                                     |  |           |  |
|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--|-----------------------------------------------------------------------------------------|--|------------|--|----------------------------------------------|--|-----------------------------------------|--|---------------------------------------------------------------------|--|-----------|--|
| <b>REASON FOR THIS POSITION</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                               |  |                                                                                         |  |            |  |                                              |  |                                         |  |                                                                     |  |           |  |
| 1. NEW<br><b>X</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                            |  | 2. IDENTICAL ADDITION TO THE ESTABLISHED PD NUMBER<br><input type="checkbox"/> NHQSSC13 |  |            |  | 3. REPLACES PD NUMBER                        |  |                                         |  |                                                                     |  |           |  |
| <b>RECOMMENDED</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                            |  |                                                                                         |  |            |  |                                              |  |                                         |  |                                                                     |  |           |  |
| 4. TITLE<br><b>STATE SOIL SCIENTIST</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                       |  |                                                                                         |  |            |  | 5. PAY PLAN<br><b>GS</b>                     |  | 6. SERIES<br><b>0470</b>                |  | 7. GRADE<br><b>13</b>                                               |  |           |  |
| 8. WORKING TITLE (Optional)<br><b>STATE SOIL SCIENTIST</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                    |  |                                                                                         |  |            |  | 9. INCUMBENT (Optional)                      |  |                                         |  |                                                                     |  |           |  |
| <b>OFFICIAL</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                               |  |                                                                                         |  |            |  |                                              |  |                                         |  |                                                                     |  |           |  |
| 10. TITLE<br><b>SUPERVISORY SOIL SCIENTIST</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                |  |                                                                                         |  |            |  |                                              |  |                                         |  |                                                                     |  |           |  |
| 11. PP<br><b>GS</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                           |  | 12. SERIES<br><b>0470</b>                                                               |  | 13. FUNC   |  | 14. GRADE<br><b>13</b>                       |  | 15. DATE<br>Month Day Year              |  | 16. I/A<br><input type="checkbox"/> Yes <input type="checkbox"/> No |  |           |  |
| 17. CLASSIFIER                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                |  |                                                                                         |  |            |  |                                              |  |                                         |  |                                                                     |  |           |  |
| <b>8. ORGANIZATIONAL STRUCTURE (Agency/Bureau)</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                            |  |                                                                                         |  |            |  |                                              |  |                                         |  |                                                                     |  |           |  |
| 1st                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                           |  | <b>United States Department of Agriculture</b>                                          |  |            |  |                                              |  | 5th                                     |  |                                                                     |  |           |  |
| 2nd                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                           |  | <b>Natural Resources Conservation Service</b>                                           |  |            |  |                                              |  | 6th                                     |  |                                                                     |  |           |  |
| 3rd                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                           |  | <b>State Conservationist</b>                                                            |  |            |  |                                              |  | 7th                                     |  |                                                                     |  |           |  |
| 4th                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                           |  |                                                                                         |  |            |  |                                              |  | 8th                                     |  |                                                                     |  |           |  |
| <b>SUPERVISOR'S CERTIFICATION</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                             |  |                                                                                         |  |            |  |                                              |  |                                         |  |                                                                     |  |           |  |
| I certify that this is an accurate statement of the major duties and responsibilities of the position and its organizational relationships and that the position is necessary to carry out Government functions for which I am responsible. This certification is made with the knowledge that this information is to be used for statutory purposes relating to appointment and payment of public funds and that false or misleading statements may constitute violations of such statute or their implementing regulations. |  |                                                                                         |  |            |  |                                              |  |                                         |  |                                                                     |  |           |  |
| 19. SUPERVISOR'S SIGNATURE                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                    |  |                                                                                         |  |            |  | 20. DATE                                     |  | 22. SECOND LEVEL SUPERVISOR'S SIGNATURE |  |                                                                     |  |           |  |
| 21. SUPERVISOR'S NAME AND TITLE                                                                                                                                                                                                                                                                                                                                                                                                                                                                                               |  |                                                                                         |  |            |  | 24. SECOND LEVEL SUPERVISOR'S NAME AND TITLE |  |                                         |  |                                                                     |  |           |  |
| <b>FACTOR EVALUATION SYSTEM</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                               |  |                                                                                         |  |            |  |                                              |  |                                         |  |                                                                     |  |           |  |
| FACTOR                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                        |  | 25. FLD/BMK                                                                             |  | 26. POINTS |  | FACTOR                                       |  | 25. FLD/BMK                             |  | 26. POINTS                                                          |  |           |  |
| 1. Program Scope and Effect                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                   |  | <b>FL 1-3</b>                                                                           |  | <b>550</b> |  | 6. Other Conditions                          |  | <b>FL 6-4A</b>                          |  | <b>1120</b>                                                         |  |           |  |
| 2. Organizational Setting                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                     |  | <b>FL 2-2</b>                                                                           |  | <b>250</b> |  |                                              |  |                                         |  |                                                                     |  |           |  |
| 3. Spvry. & Managerial Auth.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                  |  | <b>FL 3-2</b>                                                                           |  | <b>450</b> |  |                                              |  |                                         |  |                                                                     |  |           |  |
| 4. Personal Contacts A Nature of Contacts B                                                                                                                                                                                                                                                                                                                                                                                                                                                                                   |  | <b>FL 4-A-2,4B-2</b>                                                                    |  | <b>125</b> |  |                                              |  |                                         |  |                                                                     |  |           |  |
| 5. Difficulty of Work Directed                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                |  | <b>FL 5-6</b>                                                                           |  | <b>800</b> |  |                                              |  | <b>27. TOTAL POINTS ←</b>               |  | <b>3295</b>                                                         |  |           |  |
|                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                               |  |                                                                                         |  |            |  |                                              |  |                                         |  | <b>28. GRADE ←</b>                                                  |  | <b>13</b> |  |
| <b>CLASSIFICATION CERTIFICATION</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                           |  |                                                                                         |  |            |  |                                              |  |                                         |  |                                                                     |  |           |  |
| I certify that this position has been classified as required by Title 5, US Code, in conformance with standards published by the OPM or, if no published standard applies directly, consistently with the most applicable published standards.                                                                                                                                                                                                                                                                                |  |                                                                                         |  |            |  |                                              |  |                                         |  |                                                                     |  |           |  |
| 29. SIGNATURE<br>                                                                                                                                                                                                                                                                                                                                                                                                                          |  |                                                                                         |  |            |  |                                              |  |                                         |  | 30. DATE<br><b>05/12/2008</b>                                       |  |           |  |
| 31. NAME AND TITLE<br><b>Darlene Locke, Human Resources Specialist, HRMD-Employment and Classification Team</b>                                                                                                                                                                                                                                                                                                                                                                                                               |  |                                                                                         |  |            |  |                                              |  |                                         |  |                                                                     |  |           |  |
| 32. REMARKS:                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                  |  |                                                                                         |  |            |  | 33. OPM CERTIFICATION NUMBER                 |  |                                         |  |                                                                     |  |           |  |
| Standards used - OPM GENERAL SCHEDULE SUPERVISORY GUIDE, TS-123, APR 98 and OPM JFS PROFESSIONAL WORK, NATURAL RESOURCES MGT & BIOLOGICAL SCIENCES, SEPT 05 and OPM DEF/GRPS FLSA - Exempt                                                                                                                                                                                                                                                                                                                                    |  |                                                                                         |  |            |  |                                              |  |                                         |  |                                                                     |  |           |  |

# MASTER RECORD/INDIVIDUAL POSITION DATA

THIS SIDE TO BE COMPLETED BY THE CLASSIFIER

|                                                                                           |  |                                                                    |  |                                                                                                |  |                                                                 |  |                                                                                                                                                                                |  |                                       |  |                                                                                          |  |                                 |  |                                              |  |
|-------------------------------------------------------------------------------------------|--|--------------------------------------------------------------------|--|------------------------------------------------------------------------------------------------|--|-----------------------------------------------------------------|--|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--|---------------------------------------|--|------------------------------------------------------------------------------------------|--|---------------------------------|--|----------------------------------------------|--|
| <b>A. KEY DATA</b>                                                                        |  |                                                                    |  |                                                                                                |  |                                                                 |  |                                                                                                                                                                                |  |                                       |  |                                                                                          |  |                                 |  |                                              |  |
| 1. FUNCTION (1)                                                                           |  | 2. DEPT CD. /AGCY-BUR-CD. (4)<br><b>AG-16</b>                      |  | 3. SON (4)                                                                                     |  | 4. MR. NO. (6)                                                  |  | 5. GRADE (2)                                                                                                                                                                   |  | 6. IP NO. (8)                         |  |                                                                                          |  |                                 |  |                                              |  |
|                                                                                           |  |                                                                    |  |                                                                                                |  |                                                                 |  |                                                                                                                                                                                |  |                                       |  |                                                                                          |  |                                 |  |                                              |  |
| <b>B. MASTER RECORD</b>                                                                   |  |                                                                    |  |                                                                                                |  |                                                                 |  |                                                                                                                                                                                |  |                                       |  |                                                                                          |  |                                 |  |                                              |  |
| 1. PAY PLAN (2)                                                                           |  | 2. OCC. SERIES (4)                                                 |  | 3. OCC. FUNC. CD. (2)                                                                          |  | 4. OFF. TITLE CD. (5)                                           |  | 5. OFFICIAL TITLE (38)                                                                                                                                                         |  |                                       |  |                                                                                          |  |                                 |  |                                              |  |
| 6. HQ. FLD. CD. (1)<br>1 = HQ<br>2 = FLD                                                  |  | 7. SUP. CD. (1)<br>1 = Sup. SGEG<br>3 = Mgr. SGEG<br>4 = Sup. CSRA |  | 5 = Mgmt. CSRA<br>6 = Leader LGEG<br>8 = All Others                                            |  | 8. CLASS STD. CD. (1)<br>X = New Standard Applied<br>Blank = NA |  | 9. INTERDIS. CD. (1)<br>N = No<br>Y = Interdis                                                                                                                                 |  | 10. DT CLASS (6)<br>MO DAY YEAR       |  |                                                                                          |  |                                 |  |                                              |  |
| 11. EARLY RET. CD. (1)<br>1 = Primary<br>2 = Secondary                                    |  | 3 = Foreign Svc.<br>Blank = NA                                     |  | 12. INACT/ACT (1)<br>I = Inactive<br>A = Active                                                |  | 13. DT. ABOL. (6)<br>MO DAY YEAR                                |  | 14. DT. INACT/REACT (6)<br>MO DAY YEAR                                                                                                                                         |  | 15. AGENCY USE (10)                   |  |                                                                                          |  |                                 |  |                                              |  |
| 16. INTERDISCIPLINARY SERIES (40) (4) Per Block                                           |  |                                                                    |  |                                                                                                |  |                                                                 |  |                                                                                                                                                                                |  |                                       |  |                                                                                          |  |                                 |  |                                              |  |
| 17. INTERDISCIPLINARY TITLE CODE (50) (5) Per Block                                       |  |                                                                    |  |                                                                                                |  |                                                                 |  |                                                                                                                                                                                |  |                                       |  |                                                                                          |  |                                 |  |                                              |  |
|                                                                                           |  |                                                                    |  |                                                                                                |  |                                                                 |  |                                                                                                                                                                                |  |                                       |  |                                                                                          |  |                                 |  |                                              |  |
| <b>C. INDIVIDUAL POSITION</b>                                                             |  |                                                                    |  |                                                                                                |  |                                                                 |  |                                                                                                                                                                                |  |                                       |  |                                                                                          |  |                                 |  |                                              |  |
| 1. FLSA CD. (1)<br>E = Exempt<br>N = Nonexempt                                            |  | 2. FIN. DIS. REQ. (1)<br>0 = None<br>1 = CD 219<br>2 = CD 220      |  | 3 = SF 278<br>4 = AD 392<br>5 = SF 849                                                         |  | 3. POS. SCHED. (1)<br>A = Sched A<br>B = Sched B<br>C = Sched C |  | 4. POS. SENS. (1)<br>0 = Excepted but not A,B,C<br>0 = Nonsensitive<br>1 = Noncritical<br>2 = Critical Sense                                                                   |  | 5. COMP. LEV. (4)                     |  |                                                                                          |  |                                 |  |                                              |  |
| 6. WK. TITLE CODE (4)                                                                     |  | 7. WK. TITLE (38)                                                  |  |                                                                                                |  |                                                                 |  |                                                                                                                                                                                |  |                                       |  |                                                                                          |  |                                 |  |                                              |  |
| 8. ORG. STR. CODE (18)<br>1st 2nd 3rd 4th 5th 6th 7th 8th                                 |  |                                                                    |  |                                                                                                |  |                                                                 |  | 9. VAC REV CODE (1)<br>0 = Position Action No Vacancy<br>A = No Change<br>B = Lower Grade<br>C = Higher Grade<br>D = Different title and/or series<br>E = New Position/New FTE |  |                                       |  |                                                                                          |  |                                 |  |                                              |  |
| 10. TARGET GD.                                                                            |  | 11. LANG. REQ. (2)                                                 |  | 12. PROJ. DTY. IND. (1)<br>Blank = NA<br>Y = Yes                                               |  | 13. DUTY STATION (9)<br>State (2) City (4) County (3)           |  | 14. BUS. CD. (4)                                                                                                                                                               |  | 15. DT. LST. AUDIT (6)<br>MO DAY YEAR |  | 16. PAS. IND. (1)<br>Blank=NA<br>1 = PAS                                                 |  | 17. DATE EST.<br>MO DAY YEAR    |  |                                              |  |
| 18. GD. BASIS. IND (1)<br>1 = Rev. when vacant<br>2 = Impact of Person<br>3 = Sup./SGEG   |  |                                                                    |  | 4 = Sup./Program<br>5 = RGE<br>6 = Policy Analysis G E G                                       |  |                                                                 |  | 7 = Equipment Devel. Guide<br>8 = Agency Use<br>9 = Agency Use<br>ALPHAS = Agency Use                                                                                          |  |                                       |  | 19. DT.REQ. REC. (6)<br>MO DAY YEAR                                                      |  | 20. NTE. DT. (6)<br>MO DAY YEAR |  | 21. POS.ST. BUD (1)<br>Y = Perm<br>N = Other |  |
| 22. MAIN. REV/CLASS.ACT. CD. (2) (1st Digit = Activity and 2nd Digit = Results)           |  |                                                                    |  |                                                                                                |  |                                                                 |  |                                                                                                                                                                                |  |                                       |  |                                                                                          |  |                                 |  |                                              |  |
| Normal Act<br>1 = Desk Audit<br>2 = Sup. Audit<br>3 = Paper Rev.<br>4 = PME/Activity Rev. |  |                                                                    |  | Maintenance Review Act<br>5 = Desk Audit<br>6 = Sup. Audit<br>7 = Paper Rev.<br>8 = Panel Rev. |  |                                                                 |  | Results<br>1 = No Action Req.<br>2 = Minor PD Change<br>3 = New PD Req.<br>4 = Title Change                                                                                    |  |                                       |  | 5 = Series Change<br>6 = Pos. Upgrade<br>7 = Pos. Downgrade<br>8 = New Pos.<br>9 = Other |  |                                 |  |                                              |  |
| 23. DATE EMP. ASGN. (6)<br>MO DAY YEAR                                                    |  | 24. DATE ABOL. (6)<br>MO DAY YEAR                                  |  | 25. INACT/ACT(1)<br>I = Inact.<br>A = Act.                                                     |  | 26. DATE INACT/REACT (6)<br>MO DAY YEAR                         |  | 27. ACCTG. STAT. (4)                                                                                                                                                           |  | 28. INT. ASGN. SER. (4)               |  | 29. AGENCY USE (8)                                                                       |  |                                 |  |                                              |  |
| 30. CLASSIFIER'S SIGNATURE                                                                |  |                                                                    |  |                                                                                                |  |                                                                 |  |                                                                                                                                                                                |  |                                       |  | 31. DATE                                                                                 |  |                                 |  |                                              |  |
| 32. REMARKS                                                                               |  |                                                                    |  |                                                                                                |  |                                                                 |  |                                                                                                                                                                                |  |                                       |  |                                                                                          |  |                                 |  |                                              |  |

## STANDARD POSITION DESCRIPTION

**Official Title:** Supervisory Soil Scientist

**Working Title:** State Soil Scientist

**Classification:** GS-470

**Number:** NHQSSC13

**Classified By:** NHQ

**Date:** 05/02/08

**Note:** This is a standard position description and can not be modified without the approval from the Human Resources Management Division, Employment & Classification Team, Natural Resources Conservation Service (NRCS), in Washington D.C.

### INTRODUCTION

This position is located in a NRCS state office. The incumbent serves as State Soil Scientist and provides leadership for developing, managing, and directing a comprehensive and integrated technical soil services program for the state; and serves as a state liaison with National Cooperative Soil Survey (NCSS) cooperators. This position is supervised by the State Conservationist.

Performs duties in a manner supportive of a safe and healthy working environment, and exercises safety precautions when exposed to dangerous objects, chemicals, extreme temperatures, etc.

### MAJOR DUTIES

#### **1. Soil Program Manager (35%)**

a. Serves as the program manager for the Soil Survey Program (CO-02), Geographic Information Systems (GIS), National Resources Inventory (NRI) and Major Land Resource Areas (MLRA) Soil Survey Program for the state. Provide leadership for technical soil science services and the integration of soils information into all Natural Resources Conservation Service (NRCS) programs in the state. Responsible for utilizing appropriated funds for program activities in an efficient and cost- effective manner.

b. Provides a state level leadership role to interdisciplinary technical and resource application teams (Soil Survey, GIS, MLRA, etc.) through technology transfer of soils information; developing and maintaining technical guides (i.e. hydric soils list, HEL list, etc.), and provides state level support for National Appeals Division (NAD) appeals. The incumbent provides technical guidance and support for the Farmland Protection Policy Act.

c. Provides and coordinates soils training for all disciplines in NRCS, state agencies, and other users of soil survey information in the state. Encourage NRCS front-line soils staff to educate others on the importance of soil surveys in land use planning and decision- making. Directs the dissemination of soil survey data to external and internal customers and obtains customer feedback.

## **2. Policy Development (30%)**

- a. Coordinate NCSS policies and procedures with all cooperators in the state including the interagency cost share agreements for soil survey. Represent NRCS in matters pertaining to soil surveys as a liaison with other federal, state, and local units of government, institutions, and other organizations.
- b. Participate in management functions relating to the various state programs. Assist in the determination of priorities in the state plan of operations. Helps prepare and carry out a balanced soils information program. Assist in development of soils program quality assurance and oversight.
- c. Works within a team concept to develop and implement ways to improve the efficiency, effectiveness, and quality of the products and/or services provided to internal and external customers.

## **3. Supervision (25%)**

- a. Provides supervision to staff members of the Soil Survey Staff, possible GIS Staff, and MLRA Soil Survey Leaders, performing a full range of supervisory functions. Contingent on state technical supervision may include staff leadership for the NRI and/or GIS activities. This includes providing overall leadership of program activities, making work assignments, evaluating performance, interviewing candidates and making selections, determines training needs. Hears and resolves serious employee complaints and grievances; reviews serious disciplinary cases and disciplinary problems involving key staff; gives advice, counsel, or instructions to employees on technical and administrative issues.
- b. Manages available staff resources by preparing long and short range business plans for staff activities, preparing and monitoring budgets and funding requests, organizing work, and controlling work products so that the resulting plans are in conformance with existing laws, rules and regulations, guidelines, and policy.

## **4. NRCS Liaison (10%)**

Works with MLRA soil survey leaders, MLRA Office Leaders, NCSS cooperators, state agencies, units of government, and others within the state as a participant of a MLRA Steering Team in evaluation of priorities, schedules, mapping intensity, data collection, and user needs, and in determining the kinds of products to be produced within the MLRA to maintain quality soil surveys for all customers.

## **5. Equal Employment Opportunity and Civil Rights**

- a. Provides leadership and guidance for the understanding and application of personnel rules and regulations as they apply to the Equal Employment Opportunity and Affirmative Employment Programs to ensure their integration into recruitment, hiring, promotion, training, career development (including varied work assignments, details, and special developmental

assignments), separations, grievances and other personnel actions. The incumbent emphasizes meeting the objectives of equal opportunity and affirmative employment plans and requirements. Ensures that these functions are carried out without regard to race, color, national origin, religion, sex, age or physical or mental handicap.

b. Provides leadership and guidance in the design, development, and maintenance of administrative procedures to assure that delivery of NRCS programs and services are carried out without regard to race, color, national origin, religion, sex, age, or handicap. Reviews the implementation of civil rights policies to determine that they are translated into appropriate actions consistent with annual plans of operation in all units under their supervision, as well as by recipients.

**CONDITION OF EMPLOYMENT** – Must possess and maintain a valid state motor vehicle operator's license for the type of vehicle(s) operated to perform the duties of this position. This will require the operation of a motor vehicle on both public and private roads during daylight hours and occasionally after dark.

**COMP LEVEL** – (Designated by State)

## **FACTOR EVALUATION**

### **1. PROGRAM SCOPE AND EFFECT – LEVEL 1-3 (550points)**

a. Scope: Incumbent manages and leads a Soil Survey program that encompasses the entire State. This position is responsible for the professional, technical and administrative work for Soil Surveys, GIS, NRI, and MLRA soil surveys within State.

b. Effect: The activities provided by the Soil Survey, GIS, NRI, and MLRA soil survey, Major Land Resources Area offices (MOs) and staff, under the leadership of the State Soil Scientist affect and impact the activities across the entire State and the multi-state activities of the National Soil Survey Center (NSSC). The work involves cooperation with Federal, state, and local agencies. The incumbent must develop plans and strategies to improve the use of available resources while meeting the program's immediate and long-range objectives. The quality, quantity, and timeliness of program activities directly affect overall agency activities and credibility statewide, local economic development, and established economics, effective utilization and conservation of natural resources, and operations of other agencies.

### **2. ORGANIZATIONAL SETTING – LEVEL 2-2 (250 POINTS)**

The incumbent works under the supervision of the State Conservationist who reports directly to an SES supervisor, and who sets overall program objectives.

### **3. SUPERVISORY & MANAGERIAL AUTHORITY – LEVEL 3- 2 (450 POINTS)**

a. Incumbent is responsible for planning and scheduling all activities for soil survey services, including soil surveys, GIS activities, NRI activities, and MLRA soil survey activities, and

defines goals and objectives. Incumbent recommends and provides justification for staffing levels to accomplish work and recommends new methods and processes to accomplish work as technology becomes available. The incumbent is responsible for deciding which technologies to recommend and/or adopt and the processes utilized to accomplish goals and objectives.

b. The State Soil Scientist directly supervises soil scientists, may supervise cartographic technician, GIS specialists and GIS coordinator. The incumbent also directly supervises the MLRA soil survey leaders, performing a full range of supervisory functions. There are subordinate supervisors under the incumbent. The supervisor is responsible for ensuring the integration of soil sciences work and resolving conflicts.

#### **4. PERSONAL CONTACTS – LEVEL 4A2, 4B2 (125 POINTS)**

a. Nature of Contacts (4A2) - Contacts are frequent (i.e. at least weekly and/or daily) and with influential decision-makers and conservation leaders including public officials, university staff members, professional organizations, and NRCS specialists of equal or higher grades.

b. Purpose of Contacts (4B2) - The purpose of contacts is to promote cooperation between cooperating parties, to influence the funding of projects by other Federal or local government agencies, to promote the use of soil survey information, and to secure adequate interpretations and descriptions of soils data

#### **5. DIFFICULTY OF TYPICAL WORK DIRECTED – LEVEL 5-6 (800 POINTS)**

a. This position directly supervises supporting staff personnel that may range from cartographic technician, GIS Coordinator and GIS Specialists, Soil Scientists and the MLRA soil survey leaders. The work directed is primarily at the GS-11 level and providing advice to GS-12 team leaders. The work is complex and diverse and involves coordination of interrelated disciplines and decision-making.

b. The incumbent supervises a variety of technicians in various related fields from GS-5 to GS-9, specialist at the GS-11-12 levels. The incumbent supervises Soil Scientists at the GS-12 level. The incumbent also supervises the MLRA soil survey leaders at the GS-12 level.

#### **6. OTHER CONDITIONS – LEVEL 6-4A (1120 POINTS)**

a. The State Soil Scientist manages and directs the statewide technical soil services program that may include part or all of these functions; Soil Survey, GIS, NRI and MLRA, etc., recommends policies, represents the agency in all matters pertaining to technical soil services, and provides leadership in planning research activities. The incumbent develops the state soil survey Plan of Operations in collaboration with the MLRA soil survey leaders, the State Conservationist, other state staff, field personnel and MO Leaders. The incumbent keeps the supervisor informed of progress, potentially controversial matters, and matters with far-reaching implications. The technical aspects of the incumbent's work are reviewed only to insure consistency with priorities, adequate achievements of objectives and conformance with policy.

b. Technical expertise, as well as considerable judgment, is required to develop technical and procedural guidelines which are in compliance with general agency guidance and also are adaptable to local conditions which vary considerably across the state.

Work is concerned with the development, management, and direction of a comprehensive soil survey program which includes an initial statewide soil survey and maintenance and utilization of completed soil surveys. The incumbent is required to serve as an expert, resolving complex and unusual problems, representing the agency in coordinating work with other agencies, and resolving operational difficulties. The work includes efficient planning and utilization of resources and program assessment to assure effectiveness and technical competency of decisions made and project results.

Range – 3155-3600 (Total Points – 3295)

Grade = 13

**This position is determined to be exempt from the provisions in the FLSA as defined in 5CFR 551.**